

Return this form via:

Mail: Tulsa Public Schools
Accounting Department
PO Box 470208
Tulsa, OK 74147-0208
Or Email: oliphco@tulsaschools.org
Or Fax: (918) 746-6244



For Internal Use Only

VENDOR REGISTRATION ONLY for INDIVIDUALS LISTED BELOW

If you do not fit one of these categories, you may not use this form.

Type of Payments You Will Receive: (Check only 1 box)

<input type="checkbox"/>	Athletics: Referee / Game Worker
<input type="checkbox"/>	Athletics: Medical Services for Athletics
<input type="checkbox"/>	Private School Employee Expense Reimbursement or Stipend <i>(Name of Private School)</i> _____
<input type="checkbox"/>	Student Prizes / Awards
<input type="checkbox"/>	Parent Mileage Reimbursement

Travel Expense Reimbursement Purpose of Travel:

<input type="checkbox"/>	Job interview travel expense
<input type="checkbox"/>	Accreditation visit travel expense
<input type="checkbox"/>	TPS vendor to accompany for business travel
<input type="checkbox"/>	Non Payroll TPS employee travel
<input type="checkbox"/>	Other (Explain)

Name (as shown on your income tax return)	
Mailing Address Line 1 (Street Address or PO Box)	
City, State and ZIP	
Email Address	
Telephone 1	Telephone 2

(Consult www.irs.gov as needed)

REQUIRED FEDERAL TAX INFORMATION

You may complete the area below OR provide your signed W-9 form (Nov. 2017 version or later)

Form **W-9**

(Rev. November 2017)
(customized for individuals)

Social Security Number

Enter your Taxpayer Identification Number (TIN) in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see IRS instructions on form W-9, Part I on page 4. If you do not have a number, see IRS instructions page 4, How To Get a TIN.

Certification: Under penalties of perjury, I certify that: (1) The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and (2) I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and (3) I am a U.S. citizen or other U.S. person (IRS instructions, page 2).

Certification Instructions for Individuals. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return

Sign Here	Signature of U.S. person	Date
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Payment Preference	Banking Information for Direct Deposit (Attach copy of voided check on the reverse or on a separate paper)		
	<input type="checkbox"/> Check	Bank Name	Account Type
	<input type="checkbox"/> Direct Deposit (Please complete banking info at right and attach a voided check)	Bank Routing number	<input type="checkbox"/> Checking
		Bank Account number	<input type="checkbox"/> Savings